



10. Instruction Category(s) Requested: (Check each that applies)

- |   |   |
|---|---|
| <input type="checkbox"/> Private Investigator           | <input type="checkbox"/> Alarm Respondent                         |
| <input type="checkbox"/> Personal Protection Specialist | <input type="checkbox"/> Central Station Dispatcher               |
| <input type="checkbox"/> Security Canine Handler        | <input type="checkbox"/> Electronic Security Technician           |
| <input type="checkbox"/> Security Officer Core Subjects | <input type="checkbox"/> Electronic Security Sales Representative |
| <input type="checkbox"/> Armored Car Personnel          | <input type="checkbox"/> Special Conservator of the Peace         |

Armed Security Officer Arrest Authority

11. Firearms Instruction Category(s) Requested (Check each that applies)

- ☐ Handgun ☐ Shotgun ☐ Advanced Handgun ☐ Special Conservator of the Peace Handgun

12. Do you have documented experience as required to be eligible to be certified to instruct in the selected categories? Required experience: 3 years of management/supervisory or five years of general experience in a private security, law enforcement or related field; or 1 year experience as an instructor/teacher at an accredited educational institution or agency in the subject matter for which certification is requested, or in a related field. (See 6VAC20-171-100 of the Regulations Relating to Private Security Services)

- ☐ No If No, this application cannot be processed.
- ☐ Yes If Yes, please attach third party documentation verifying the type and dates of experience. Resumes are not acceptable. This application cannot be processed without the requested documentation.

15. Do you have documentation of successful completion of a general instructor development course w/in 3 years immediately preceding the date of application that meets or exceeds; or completion of instruction development program longer than 3 years prior to date of application and has provided instruction during the 3 years immediately preceding, or has provided instruction in a related field at an institution of higher learning?

- ☐ No If No, please submit a General Instructor Entry Level Training Enrollment form (Form PSS\_GE). (This form may be downloaded from [www.dcjs.org/privatesecurity](http://www.dcjs.org/privatesecurity))
- ☐ Yes If Yes, please attach third party documentation verifying the type and dates of experience/training and certificate of training. This application cannot be processed without the requested documentation.

**If applying for firearms instructor:**

16. Do you have official documentation of successful completion of a firearms instructor school specifically designed for law-enforcement or private security personnel that meets or exceeds standards established by the department within the 3 years immediately preceding the date of the instructor application?

- ☐ No If No, please submit a Firearms Instructor Entry-Level Training Enrollment form (Form PSS\_FE). (This form may be downloaded [www.dcjs.org/privatesecurity](http://www.dcjs.org/privatesecurity))
- ☐ Yes If Yes, please attach third party documentation verifying the type and dates of experience/training and certificate of training. This application cannot be processed without the requested documentation.

17. Do you have official documentation of successful qualification, with a minimum range qualification of 85%, with each of the following:

☐ Revolver    ☐ Semi-automatic handgun    ☐ Shotgun

☐ No    If No, this application cannot be processed.

☐ Yes    If Yes, please attach third party documentation verifying the type and dates of qualification and a signed range sheet. This application cannot be processed without the requested documentation.

18. Do you understand that you must first be qualified as a general instructor through DCJS before you can be qualified as a firearm instructor?

☐ Yes    ☐ No

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I, the undersigned, certify that all information contained on this application is true and correct to the best of my knowledge and I have not omitted any pertinent information. I understand that any misrepresentation, falsification or omission of pertinent information may be cause for denial and may result in criminal charges. I understand that I am responsible for maintaining full compliance with Virginia Code Section 9.1.138 through 9.1-150 and the Regulations Relating to Private Security Services 6VAC 20-171.

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_  
mm/dd/yy